

County of Los Angeles  
**DEPARTMENT OF PUBLIC SOCIAL SERVICES**

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December 6, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**RECOMMENDATION TO EXTEND SEVEN GENERAL RELIEF  
OPPORTUNITIES FOR WORK ORIENTATION AND JOB SKILLS PREPARATION  
CLASS SERVICES CONTRACTS  
(ALL DISTRICTS - 3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Delegate authority to the Director of the Department of Public Social Services (DPSS) to prepare and execute contract amendments, in substantially similar form as the enclosed, with the seven General Relief Opportunities for Work (GROW) Orientation and Job Skills Preparation Class (JSPC) Services contracts. The amendments extend the contracts for six months effective January 1, 2006 through June 30, 2006 at an estimated cost of \$5,121,302 which will be partially offset by federal funds allocated for the Food Stamp Employment and Training (FSET) program estimated to be \$2,513,136 FSET revenue and \$2,608,166 net County cost (NCC).

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended action will allow DPSS to complete a new competitive solicitation process to relet the contracts to continue vital GROW Orientation and JSPC services. The GROW program offers employment and training services to employable General Relief participants and is designed to help them obtain jobs and achieve self-sufficiency. The GROW Orientation and JSPC Services contracts are an important part of that program. The contracts are currently scheduled to expire December 31, 2005.

On August 30, 2005, the Department issued a Request for Proposal (RFP) for GROW Orientation and JSPC services. The Department has cancelled the current solicitation process and will re-issue a modified RFP. This action is necessary to strengthen the requirements in the RFP, request proposals for smaller geographic areas, as well as require proposers to demonstrate cultural competence and provide evidence of experience in dealing with this special population. This will result in higher quality proposals to better serve and provide greater access to this very difficult population that is in need of many and persistent services.

### **Implementation of Strategic Plan Goals**

The recommended action is consistent with the principles of the Countywide Strategic Plan: Goal #1 Service Excellence: Provide the public with easy access to quality information and services that are both beneficial and responsive and Goal #3 Organizational Effectiveness: Ensure that service delivery systems are efficient, effective, and goal-oriented.

### **FISCAL IMPACT/FINANCING**

There is no additional fiscal impact on DPSS as funding for the seven contracts is included in the FY 2005-06 Adopted Budget. The estimated cost to extend the current GROW contracts for six months beginning January 1, 2006 through June 30, 2006 is \$5,121,302 which will be partially offset by federal funds allocated for the FSET program estimated to be \$2,513,136 FSET revenue and \$2,608,166 NCC.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On December 14, 2004, your Board approved the administrative transfer of the GROW Orientation and JSPC Services contracts from the Department of Community and Senior Services (DCSS) to DPSS effective January 1, 2005. The contracts were originally awarded by your Board on June 8, 2004 and were effective July 1, 2004. At the time of the transfer, your Board delegated authority to the Director of DPSS to extend the contracts for a three-month period through September 30, 2005. Subsequently, your Board delegated authority to extend the contracts an additional three months through December 31, 2005.

An RFP was released on August 30, 2005; eleven vendors responded to this solicitation. However, after reviewing and analyzing the proposers' approaches to providing Orientation and JSPC services to General Relief participants, the Department determined that the RFP should be restructured to require proposers to demonstrate cultural competence, knowledge of the particular community to be served, and provide evidence of experience in dealing with this special population.

The Honorable Board of Supervisors  
December 6, 2005  
Page 3 of 3

On November 10, 2005, the Department rejected all proposals submitted in response to the Request for Proposals issued on August 30, 2005. The Department requires an additional six-month extension in order to complete another competitive solicitation process. The new Request for Proposals is scheduled to be released in January 2006 and the new contracts are expected to be effective as of July 1, 2006. DPSS will return to the Board to seek approval of contracts with the successful bidders in the new solicitation process.

As the contracts require the development and utilization of resources, training and logistical support which are not routinely performed by County staff, they continue to be non-Prop A services. With your approval, the current contracts will be extended until June 30, 2006.

Amendments will be approved as to form by the Chief Administrative Office and County Counsel prior to execution.

#### **IMPACT ON CURRENT SERVICES**

The recommended action will not infringe on the role of the County in relationship to its residents and the County's ability to respond to an emergency will not be impaired. There is no change in risk exposure to the County.

#### **CONCLUSION**

The Executive Officer, Board of Supervisors, is requested to return one adopted, stamped Board Letter to the Director of DPSS.

Respectfully submitted,



Bryce Yokomizo  
Director

BY:loh

Enclosure

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

GROW ORIENTATION AND JOB SKILLS PREPARATION CLASS CONTRACTORS  
FUNDING LEVELS FY 04-05 AND FY 05-06

ENCLOSURE

Service Provider	Site	Sup. District Served	7/1/04 - 6/30/05 Allocation	7/1/05 - 9/30/05 Allocation*	10/01/05 - 12/31/05 Allocation*	01/01/06 - 06/30/06 Allocation*	Amended Contract Maximum for FY 05-06
Career Planning Center, Inc.	Rancho Park	2,3	\$497,699	\$124,425	\$111,211		
	Lancaster	5	451,615	112,904	100,914	399,046	848,500
	Metro King	2	304,160	76,038	67,965		
Chicana Service Action Center	Metro East	1	626,732	156,683	140,044	391,306	832,036
R.L. Klein & Associates	Pomona	1,5	313,366	78,342	70,022	131,724	280,088
Los Angeles County Office of Education	South Central	1,2	431,799	107,950	106,486		
	South Special	2,4	1,443,096	360,774	317,460		
	Southwest Special	2,4	1,267,980	316,995	278,331	1,321,112	2,809,108
Los Angeles Unified School District	Metro Special	1,2	1,179,730	294,933	263,611		
	East Valley (Glendale)	1,3,5	322,583	80,646	72,081		
	San Fernando Valley	3,5	304,149	76,037	67,962		
	San Gabriel Valley	1,4,5	525,349	131,338	117,389		
	Pasadena	5	359,449	89,863	80,319	1,131,269	2,405,448
MCS Rehabilitation, Inc.	Wilshire Special	1,2	479,265	119,816	107,092	201,460	428,368
Weingart Center Association, Inc.	Civic Center	1	709,683	177,420	158,579	298,317	634,316
		<b>Subtotal</b>	<b>\$9,216,655</b>	<b>\$2,304,164</b>	<b>\$2,059,466</b>	<b>\$3,874,234</b>	<b>8,237,864</b>
Performance Bonus			150,000	37,500	37,500	75,000	150,000
<b>Additional Program Costs</b>							
LACOE County-Wide Training and Quality Control Implementation			2,344,136	586,034	586,034	1,172,068	2,344,136
<b>TOTAL</b>			<b>\$11,710,791</b>	<b>\$2,927,698</b>	<b>\$2,683,000</b>	<b>\$5,121,302</b>	<b>10,732,000</b>

\*Funding for the period of 07/01/05 to 09/30/05 was determined in December, 2004 based on FY 2004-05 Adopted Budget. Funding for period of 10/01/05 to 6/30/06 is based on FY 2005-06 Adopted Budget. FY 2005-06 Adopted Budget is based on actual expenditures during FY 04-05.

**AMENDMENT NUMBER THREE  
TO THE GENERAL RELIEF OPPORTUNITIES FOR WORK CONTRACT  
BY AND BETWEEN LOS ANGELES COUNTY AND**

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Reference is being made to the document entitled "*General Relief Opportunities for Work Contract by and between the County of Los Angeles and \_\_\_\_\_*" (hereinafter referred to as "Contractor"), and further identified as County Contract #\_\_\_\_\_ (hereinafter referred to as "Contract").

This amendment is effective the day of execution by the Director of the Department of Public Social Services (DPSS).

WHEREAS, pursuant to Section 1203 of Exhibit A "Terms and Conditions," of the Contract, the County and Contractor may make modifications to the Contract by means of a written document.

THEREFORE, County and Contractor hereby agree to extend the term of the contract for six additional months as follows:

A. **Section 1. Applicable Documents** is hereby amended by adding Exhibit C-5, "Estimated Service Costs for 07/1/05 through 6/30/06."

B. **Section 3. Contract Payment (a)** is amended as follows:

(a) The maximum compensation amount for July 1, 2004 through June 30, 2005 is \$\_\_\_\_\_. The maximum compensation for July 1, 2005 through June 30, 2006 is \$\_\_\_\_\_. Contract expenditures that exceed the maximum amounts shall not be paid by County and shall be the fiscal responsibility of Contractor.

C. **Section 4. Term of Contract** is deleted and replaced with the following:

**Section 4. Term of Contract**

The Contract shall be for the period from July 1, 2004 through June 30, 2006.

All other terms and conditions in the Contract remain in effect.

The parties hereto have caused this Amendment to be executed by their authorized officers. Amendment Number Three is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2005.

COUNTY OF LOS ANGELES

By: \_\_\_\_\_  
Bryce Yokomizo, Director  
Department of Public Social Services

Date: \_\_\_\_\_

By: \_\_\_\_\_  
CONTRACTOR

Date: \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

APPROVED AS TO FORM:

RAYMOND G. FORTNER, JR., COUNTY COUNSEL

By: \_\_\_\_\_  
Vicki Kozikoujekian, Deputy County Counsel

Estimated Service Costs for 07/1/05 through 6/30/06

<b>Period</b>	<b>Site 1</b>	<b>Site 2</b>	<b>Total</b>
<b>FY 2004-05</b>			
<b>FY 2005-06</b>			